Introduction to Planning Workshop

Feasibility Milestones and Reports

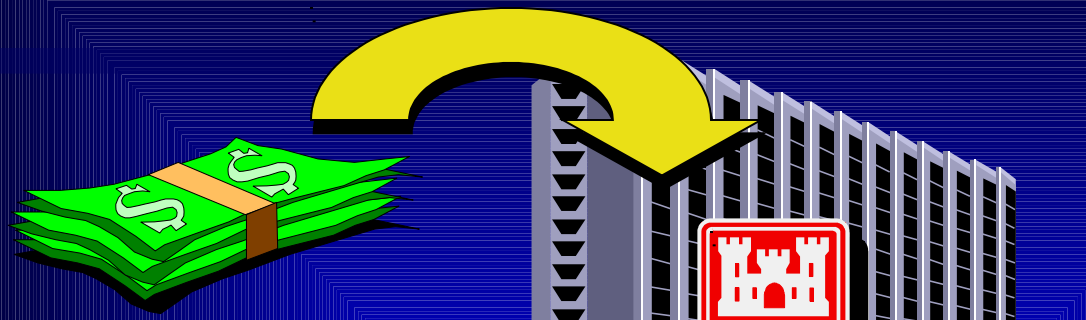
South Pacific Division

South Pacific Division

Feasibility Report Milestones

- Milestone F1 – Initiate Study
- Milestone F2 – Public Workshop
- Milestone F3 – Feasibility Scoping Meeting
- Milestone F4 – Alternative Review Conference
- Milestone F4A – Alternative Formulation Briefing
- Milestone F5 – Draft Report to SPD
- Milestone F6 – Final Public Meeting
- Milestone F7 – Feasibility Review Conference
- Milestone F8 – Final Report to SPD
- Milestone F9 – DE’s Public Notice

STEP 8 - Conduct Feasibility Study



Feasibility Funds

50 % - Federal (G.I.)

50 % - Non-Federal

Conduct Feasibility Study

6 - STEPS

NEPA +

Milestones

Preliminary Plan Selection from Feasibility Study

Feasibility Study Purposes:

- Describe and evaluate alternative plans and fully describe the recommended plan
- Develop a fully-funded baseline cost of the project
- Feasibility Report is an **Authorization Document** and is submitted to Congress for project authorization
- Feasibility Report serves as a **Decision Document** to convince the Office of Management and Budget (OMB) of project viability

Feasibility Phase Studies

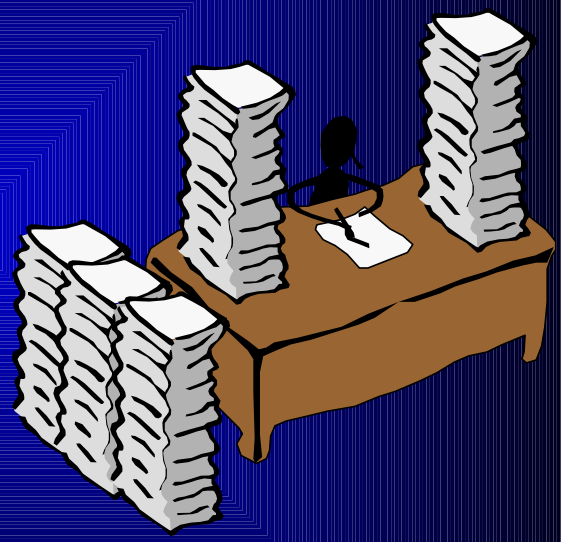
- Starts when the Feasibility Cost Sharing Agreement is signed
- Cost-shared 50/50 with a local sponsor
- The sponsor’s share can be in-kind services

Level of Detail

- Sufficient for:
  - Authorization Decision
  - Within Established Cost Parameters (20%)
- Must meet NEPA requirements
- Must include an NED determination or incremental cost analysis
- Level of Engineering Detail is negotiable with sponsor

Feasibility Phase Sub-Products

- F3 Documentation
- F4 Documentation
- AFB Documentation
- Draft Feasibility Report
- Final Feasibility Report
- Division Commander's Report & Notice
- Chief of Engineer's Report



Feasibility Milestone Conferences

Areas of Emphasis Include:

- Review of the Project Management Plan
- Review of Guidance Memorandums
- Establishment of Critical Assumptions
- Definition of issues for policy resolution

Feasibility Milestone Conferences

- Chaired by the District Planning Chief
- Interim study results presented by the Study Team
- Results of Review presented by Review Team Leader
- Includes Local Sponsor and SPD Participation
- Conference Memorandum signed by District Planning Chief
- Part of SPD’s Performance Measurement System
- May be held as an issue resolution conference

Issue Resolution

Conference

- Are held at any time during the course of the study by request of District or Division
- Specific issues to be resolved are identified
- Issues are described and field recommendations are proposed
- Includes HQUSACE participation
- Chaired by CESPD Planning Chief

PLANNING PROCESS

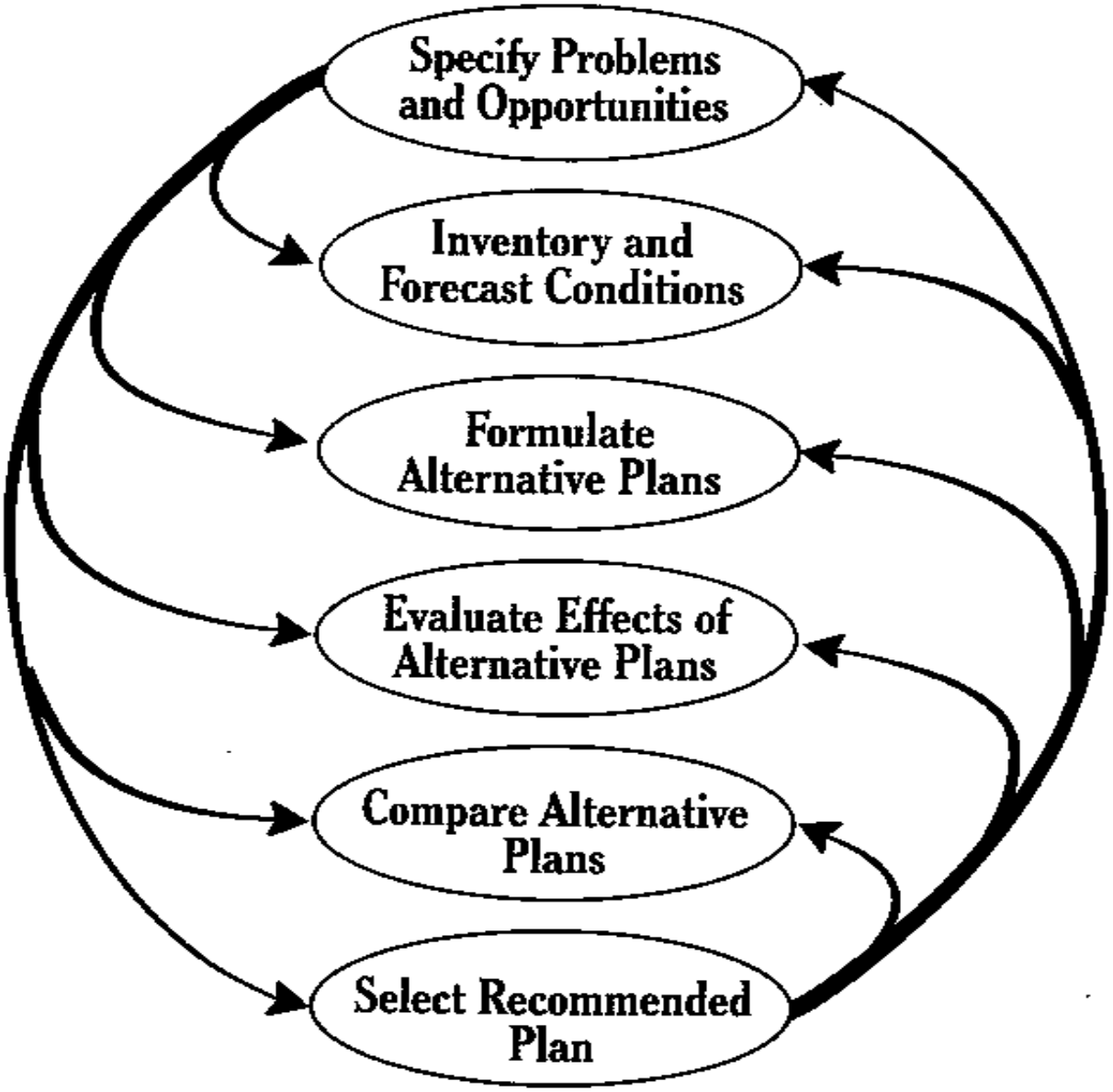
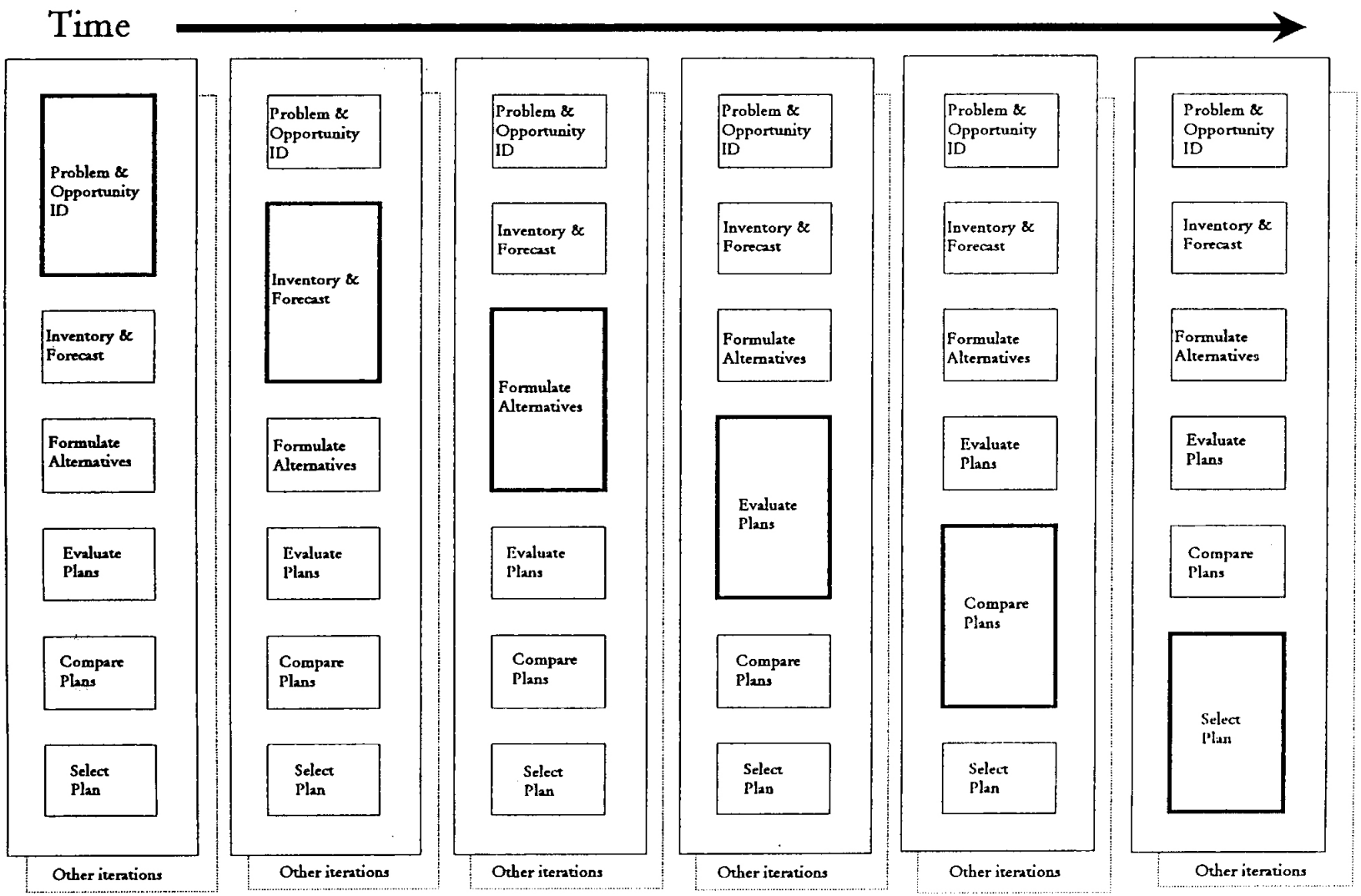
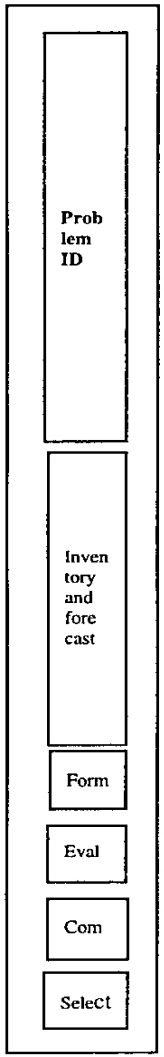


Figure 2: Corps' Planning Process

DRAFT




Prob lem ID
Inven tory and fore cast
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Eval
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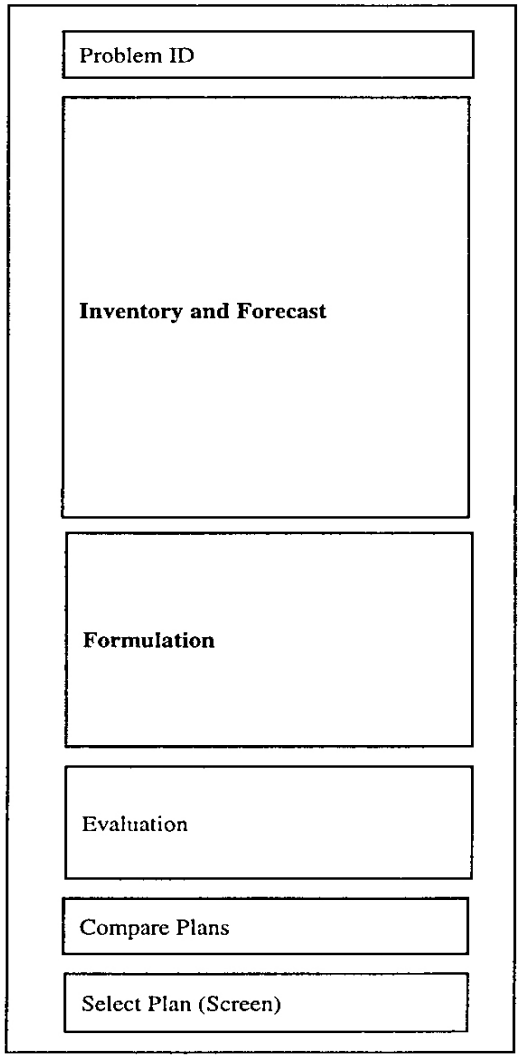
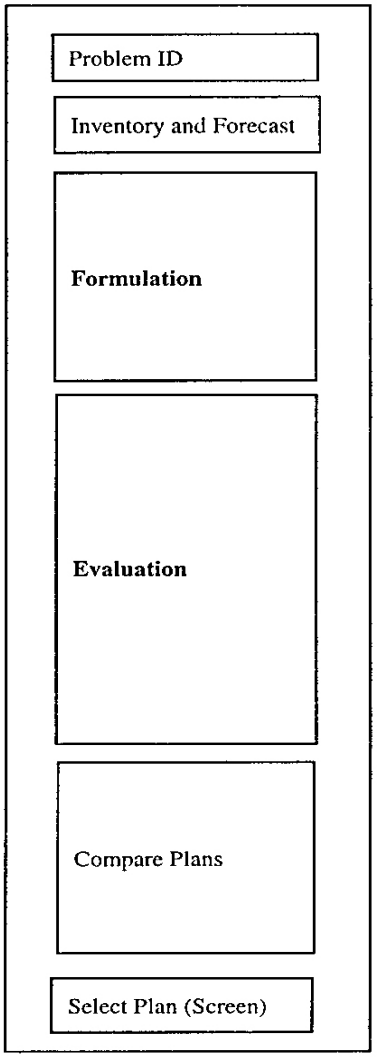
Select


Problem ID
Inventory and Forecast
Formulation
Evaluation
Compare Plans
Select Plan (Screen)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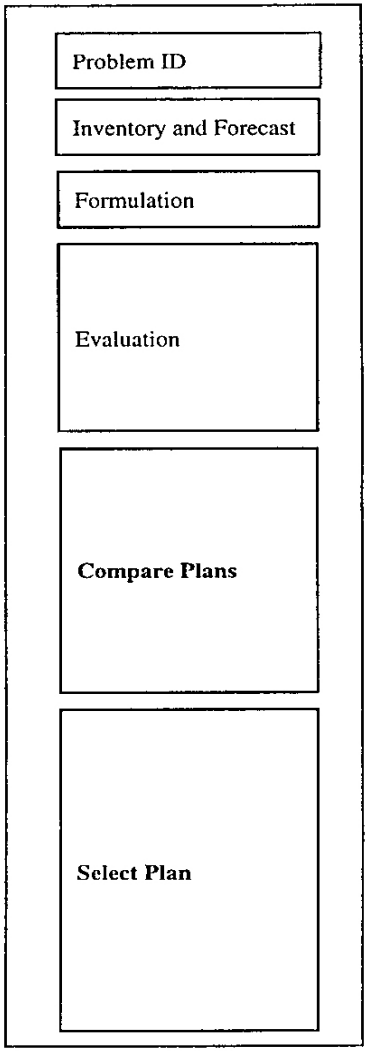
Problem ID
Inventory and Forecast
Formulation
Evaluation
Compare Plans
Select Plan

Feasibility Conference No.1*

(Feasibility Scoping Meeting)

The district study team will present:

- refinement of existing conditions
- new assumptions for the without project condition
- results of additional public involvement
- problems and opportunities
- specific planning objectives and constraints
- evaluation of the preliminary plans

*F3

Feasibility Conference No. 1*

(Feasibility Scoping Meeting)

- Feasibility Scoping Meeting - may include HQUSACE participation
- The milestone will be characterized by a consensus on the without project conditions, screening of preliminary plans and addressing potential changes in the Project Management Plan

*F3 Conference

Feasibility Conference No. 2*

(Alternative Review Conference)

- Study team presents the evaluation of the final alternatives
- Consensus that evaluations are adequate to select a plan
- Identify policy issues that will be of concern at the Alternative Formulation Briefing (AFB)

* *F4 Conference*

Feasibility Conference No. 2*

(Alternative Review Conference)

- Concludes with a listing of the issues that shall be presented at the AFB and a consensus that the evaluations are adequate to select a locally preferred plan and NED plan, NER plan or NED/NER plan

*F4 Conference

STEP 9 - Complete Final Rpt. for Coordination & Submission

Preliminary Plan Selection from Feasibility Study

Final Report Completion

Division

Feasibility Study

FRC

AFB

45 Days

Draft Rep. Review

AFB - Alternative Formulation Briefing

FRC – Feasibility Review

Review Conferences with Headquarters

To seek Washington level commitment to the project in order to minimize the potential for significant modification of the remaining studies and the final feasibility report recommendations after the report is submitted for Washington level review

Review Conferences with Headquarters

- Alternative Formulation Briefing (AFB)
  - Headquarters review of the project
- Feasibility Review Conference (FRC)
  - Headquarters review of the report

Headquarters will participate in a field review – normally at the AFB

Timeframes Between Milestones

Milestone	Description	Duration	Cumulative
Milestone F1	Initiate Study	0.0	0.0
Milestone F2	Public Workshop	2.0	2.0
Milestone F3	Feasibility Scoping Meeting	11.0	13.0
Milestone F4	Alternative Review Conference	9.0	22.0
Milestone F4A	Alternative Formulation Briefing	5.0	27.0
Milestone F5	Draft Report to SPD	3.0	30.0

Timeframes Between Milestones (cont'd)

Milestone	Description	Duration	CCumulative
Milestone F6	Final Public Meeting	1.0	31.0
Milestone F7	Feasibility Review Conference	1.0	32.0
Milestone F8	Final Report to SPD	3.0	35.0
Milestone F9	DE's Public Notice	1.0	36.0

The Feasibility Report

- Content
- Audience
- A GREAT report
- Miscellaneous

The Feasibility Report

- Content
- Audience
- A GREAT report
- Miscellaneous

EXHIBIT G-5 - FEASIBILITY REPORT CONTENT

1. Study Authority.
2. Study Purpose and Scope.
3. Concise Discussion of Prior Studies, Reports and Existing Water Projects.
4. Plan Formulation.
5. Description of the Selected Plan.
6. Plan Implementation.
7. Summary of Coordination, Public Views and Comments.
8. Recommendations.

SYSTEM OF ACCOUNTS

system = table accounts = categories

table showing plans' effects in four categories

ACCOUNT	WITHOUT CONDITION	PLAN A	PLAN B	ETC.
NED				
EQ				
RED				
OSE				

PLANNING IS THE EIS...

PLANNING PROCESS STEPS	EIS PARAGRAPHS
Problems and Opportunities	Purpose of and Need for Action
Inventory and Forecast	Affected Environment
Formulation	Alternatives Including Proposed Action
Evaluation	Environmental Consequences
Comparison	Alternatives Including Proposed Action
Selection	none

…THE EIS IS PLANNING

EIS PARAGRAPHS	PLANNING PROCESS STEPS
Cover Sheet	None
Summary	None
Table of Contents	None
Purpose of and Need for Action	Problems and Opportunities
Alternatives Including Proposed Action	• Formulation • Comparison
Affected Environment	Inventory and Forecast
Environmental Consequences	Evaluation
List of Preparers	None
List of Agencies	None
Index	None
Appendices	None

HOW LONG SHOULD THE FEASIBILITY MAIN REPORT BE?

- _____ 0-25 pages.
- _____ 26-50 pages.
- _____ 51-100 pages
- _____ more than 100 pages?

WHAT'S THE MOST IMPORTANT PART OF A REPORT?

- What's the answer (recommendations)?
- Reasons why…
- Who cares?
- Red flags
  - unique, different
  - special, exception
  - controversial

The Feasibility Report

- Content
- Audience
- A GREAT report
- Miscellaneous

WHO'S READING?

- Who's your intended audience?
- Who ***really*** reads the ***entire*** report?

The Feasibility Report

- Content
- Audience
- A GREAT report
- Miscellaneous

WHAT ARE THE CHARACTERISTICS OF A GREAT REPORT?

- Easy to read
  - Plain language
  - Map and graphics
- Tells your story
  - Beginning, middle, end
  - Chronology
- Discloses the full story
- Brief

The Feasibility Report

- Content
- Audience
- A GREAT report
- Miscellaneous

Miscellaneous

- Reporters
- Two most important pieces of paper
- Good advice

Reporters

- Reporters work against deadlines, not milestones
- Write your story first
- When in doubt, write down the question and get back to them - soon
- Get Public Affairs Office involved

Miscellaneous

- Reporters
- Two most important pieces of paper
- Good advice

TWO MOST IMPORTANT PIECES OF PAPER:

- List of problems and opportunities.
- List of planning objectives and constraints.

Miscellaneous

- Reporters
- Two most important pieces of paper
- Good advice

“If it isn’t written down, it isn’t anything. If it is written down, it can be improved.”

Robert F. Mager

Feasibility Reports What's the Point?

- Tell the story, the whole story, and nothing but the story.
- A good report is not necessarily a long report.
- Know your audiences - they're reading for different things.

DISCUSSION??